

PERSONNEL COMMITTEE

You are hereby summoned to attend the meeting of Haverhill Town Council Personnel Committee to be held in The Studio, Haverhill Arts Centre, High Street, Haverhill, on Tuesday 27th November 2007 commencing at 8.00 p.m., or immediately following Full Council, whichever is the later, for the purpose of transacting the following business



Haverhill
TOWN COUNCIL

CONSTITUTION: Chair: Town Councillor: K Richardson
Town Councillors: M Byrne, P McManus, and A Thomas

AGENDA

1. **Apologies for Absence**
Please give apologies for absence to the Office by 9.00 a.m. of day of meeting.
2. **Declaration of Interests**
For Members to declare any interests in items on the agenda.
3. **Minutes of Previous Meetings**
To agree the minutes of the Meeting held 15th May 2007.
4. **Issues Raised by Staff**
To respond to any issues raised by staff.
5. **Enhanced Payments for Unsocial Working**
To decide whether to rationalise the payments (see attached).
6. **Compensation Payments to Employees**
To agree compensation payments to employees (see attached)

Section 100(A) (4) of the Local Government Act 1972 the public and press be excluded from the next item on the grounds that the matters to be discussed will involve the likely disclosure of exempt information as defined in paragraphs 1 and 7 of Part 1 of Schedule 12 (A) of the Act.

7. **Examination Increment, Town Clerk**
To confirm the payment of an additional increment in accordance with contract for attainment of Certificate in Local Council Administration (see attached).
8. **Service Other Than Whole-Time**
To agree for a request for a whole-time employee to undertake other paid duties (see attached).
9. **To Receive a Verbal Up-Date on Staffing Issues**
10. **Closure**



Gordon Mussett
Town Clerk

16th November 2007

Haverhill Arts Centre High Street Haverhill Suffolk CB9 8AR

TELEPHONE: 01440 712858 FAX: 01440 718931

EMAIL: admin@towncouncil.haverhill-uk.com WEB: www.haverhill-uk.com/towncouncil